Mailbox Usage Overview

Request to leave message → **Beep** → **Recording** → **After Recording**

Request to leave message:
- **#** Skip message
- **0** Go to operator
- ***** Log into mailbox

After Recording:
- **0** Send and go to operator
- **1** Delete message
- **2** Record again
- **3** Mark as urgent
- **4** Mark as private
- **9** Send and hang up

Enter PIN

If the owner calls the mailbox, a settings decides if the PIN has to be entered or not.

Main Menu
- **1** Read messages → **Read a Message**
- **2** Change PIN
- **3** Record name
- **4** Record welcome message
- **5** Record a message
- **9** Select greeting
- ***** Dial star code

Read a Message

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- **1** **2** **3** Playback control
- **4** Play again
- **5** Play with envelope
- **6** Move or copy → **Enter destination**
- **7** Delete
- **8** Call back
- **9** Save
- **0** Help

The destination can be a extension, hunt group or a agent group.

Enter destination
- **1** Move message
- **2** Copy message
- **3** Record comment

Enter Code
- **#** PBX will dial the star code including the star, but excluding the pound symbol.

Select Greeting
- **1** ... **9** PBX will read out the possible choices.

Record Prompt
- **1** Listen
- **2** Use recording
- **3** Record again
- **4** Delete

Read out destination
- **1** Dial
- ***** Cancel

LEGEND:
9 Press 0 to listen to all options